



Release of Student Directory Information

School Year _____

To: All Parents

The items listed below are designated by the District of Columbia Public Schools as “directory information” and may be released for any purpose at the discretion of DCPS [D.C.M.R. Title 5, Chapter 26 (2002)]. Under the provisions of the Family Educational Rights and Privacy Act of 1974, as amended, you have the right to refuse to let DCPS designate all or any of the following information as “directory information” that DCPS can release:

<input type="checkbox"/> Student Name	<input type="checkbox"/> Weight and Height of Members of Athletic Teams
<input type="checkbox"/> Student Address	<input type="checkbox"/> Honors and Awards Received
<input type="checkbox"/> Student Telephone Listing	<input type="checkbox"/> Student’s Date and Place of Birth
<input type="checkbox"/> Name of School Attending	<input type="checkbox"/> Names of Schools Previously Attended
<input type="checkbox"/> Participation in Officially Recognized Activities and Sports	<input type="checkbox"/> Dates of Attendance

Please consider very carefully your decision to withhold any item of “directory information.” Should you decide to inform DCPS **not** to designate any or all of the items above as “directory information”, please check the line beside those items that you **do not** wish to have designated. Any future request for such information from individuals or entities not affiliated with DCPS will be refused for the remainder of the current school year. **A new form must be completed each school year.**

I have received a copy of the Notification of Rights under the Family Educational Rights and Privacy Act (FERPA).

☐ **All** of the information listed above **may be designated as directory information and released by DCPS,** unless it has been checked above.

☐ **None** the information may be designated as directory information.
(Please Print)

Student Name	Date	
Parent/Guardian Name	Parent/Guardian Signature	Date
If at least 18 years old, Student Signature	Date	

*****If this form is not returned by September 15, it will be assumed that the above information may be designated as directory information for the remainder of the school year.*****

Students in Grades 7–12 & Ungraded Students Please Complete the Back of This Form

**Right to Opt Out of Release of Information to Military Recruiters
(Students in Grades 7–12 & Ungraded Students Only)**

Federal laws require that local education agencies (LEAs) such as DCPS provide military recruiters, upon request, with the name, address, and telephone number of secondary students unless the student or parent/legal guardian has advised the LEA in writing that he/she does not want the student's information disclosed without prior written consent. Such advisement must take place within 30 days of the notification of these rights by the school, and may be done by completing the form below:

_____ As a student who has reached the age of 18, I request that DCPS not release my directory information to the Armed Services, military recruiters, service academies or military schools.

_____ As a parent/legal guardian, I request that DCPS not release the directory information for the student indicated above to the Armed Services, military recruiters, service academies, or military schools.

Student's Signature Date

Parent/Legal Guardian's Signature Date